

PROCTORING WITH RESPONDUS LOCKDOWN BROWSER IN CANVAS

Presented by the Office for Academic Innovation



- 1. Navigate to LMS.TAMU.EDU
- 2. On the top right-hand corner, click on Log In
- 3. Login using your TAMU NetID and password



CREATE EXAM

- 1. From the course navigation, click on Modules
- 2. From within a Module, click the + sign
- 3. Select Quiz in the drop-down menu and click [New Quiz]
- 4. Enter quiz name
- 5. Click Add item



ENABLE RESPONDUS

- 1. From the course navigation, click on Respondus Lockdown Browser
- 2. Locate the quiz from those listed and click the arrow to Modify Settings
- 3. Select the radio button to Require LockDown Browser for this exam
- 4. Modify the Advanced Settings as needed. Password Settings (optional) Advanced Settings (optional) Review and modify settings pertaining to the exam
- 5. If Respondus Monitor will also be used, select the radio button and modify settings as needed
- 6. Save and Close the Respondus settings

Note: Respondus works best with Chrome

Home	vew to kesponous monitor proctoringr see this <u>introductory video</u> and <u>kapid kolloun</u> Quizzes	LockDown Browser	Respondus Monitor	•
Announcements		-		
Syllabus	V Midterm Exam		(×
Modules	LockDown Browser Settings			
Assignments	Don't require Respondus LockDown Browser for this exam			
Zoom	Require Respondus LockDown Browser for this exam			
Grades	Require LockDown Browser to view feedback and results			
LockDown Browser				
Rubrics Ø	Password Settings			
Rooplo Ø	Access code for this exam (optional)			
People 🖉	Advanced Settings			
Collaborations 😕	Lock students into the browser until exam is completed [expla	10		
Discussions 🧶	□ Allow students to take this exam with an iPad (using the "Lock	Down Browser" app from the Apple App Store)	[explain]	
Quizzes Ø	Allow access to specific external web domains [explain]			
Files Ø	Enable Calculator on the toolbar [<u>explain</u>]			
Pages 🧭	Enable Printing from the toolbar [explain]			
Outcomes Ø	Monitor Webcam Settings			
Settings	Don't require Respondus Monitor for this even			
	 Require Respondus Monitor for this exam 			
	O Either Respondus Monitor or a proctored lab can be used to take	his exam		
	Saura + Cloren			
	Quiz: Functions Definitions	Not Required	Not Required	
			0000	

STUDENT INSTRUCTIONS

- Deliver instructions to students on how to download and install Respondus LockDown Browser
 - This application is only available for Window PCs and MacOS. Any other system will not be able to download this software.
 - For any other system, we recommend to use Zoom proctoring.
- Students should launch and test the tool at least 24 hours prior to the exam to ensure it works



STUDENT RESPONDUS DOWNLOAD

- The students can download Respondus by trying to start the quiz.
- They will then receive instructions on downloading Respondus.
- Then students will get a choice between taking their quiz in eCampus or Canvas.
- Students will have to use Respondus Lockdown Browser to take the test and review the results.



CLASS RESULTS

1.From the course navigation, click on Respondus LockDown Browser

2.Click the down arrow next to the quiz you wish to review, and choose Class Results

3.Click + (the plus sign) next to a student's name to see details about that student's session

4.Thumbnails in the student's report point to moments in the video when violations may have occurred

5.Once you have reviewed a student's session, you can click the button in the "Reviewed" column to help you keep track. Note: It is recommended that you check each student's authentication photo against the student ID photos, even those with low review priority, to ensure the correct students took the exam.



RESPONDUS BEST PRACTICES

- We recommend to conduct a Pre-exam check using Respondus Lockdown Browser, such as a practice exam, at least 24 hours before the exam.
- Request students to download Respondus Lockdown before testing window open.
- •
- We recommend faculty and/or TAs to be available for students during the exam window to assist with any issues they may encounter, including internet or technical issues with their device.
- It is not recommended to use Zoom and Lockdown Browser in conjunction due potential issues.
- Build in extra time to the exam to allow for technical setups and checks



RESOURCES

KEEPTEACHING.TAMU.EDU

SUPPORT

- <u>AlHelp@tamu.edu</u>
- 979-458-3417